

Minutes of a Board meeting held on Sunday 1st October 2017 at the Hilton, Warwick commencing at 2pm.

Present: John Neal (JN) Chair, Mark Coups (MC), Sallie Barker (SB), Hannah Bowe (HB), Ben Jessup (BJ), Prashant Jobanputra (PJ), Neil Edgar (NE), Paul Coups (PC) – Minutes.

Section 1 Business matters

1. Apologies for absence

Jon Stainer (JS), Melanie Steel (MS), Hamish McInnes (HM), Sue Livock (SL),

2. Conflict of Interest Declarations

The Board congratulated BJ on his new appointment at the Sport and Recreation Alliance. BJ to update his conflict of interest form and the EL conflict of interest register.

3. Minutes of the Last Meeting

Minutes passed as a true record.

4. Matters Arising

The board discussed the safeguarding issue set out in the confidential board briefing document. The discussions with Manchester Police and the LADO were reviewed and the board agreed to requested steps outlined in the paper.

The board agreed the need for a public statement to be prepared and the board was assured that this was in place.

The board identified that EL should review process and provide feedback on lessons learnt. NLC are sending out a communication to clubs which will include relevant statements raising the awareness of the safeguarding policy and the good practice that is expected of them.

Actions

- A suspension to be implemented with immediate effect.
- MC to coordinate EL communications on the issue.
- MC to ensure NLC communication has relevant safeguarding information.

Section 2 Key Strategic business

Governance

5. Mandatory Code of Good Governance

See point 6 below

6. Senior INED Outline of Role and Appointment

This item and point 5 above were taken at the same time. The board had a broad discussion on the outstanding actions for EL to meet the new Sport England code of governance.

- AP1 - has been passed at the AGM.

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- AP2 – the board agreed the criteria set out in paper 3 for a Senior, Prashant Jobanputra was appointed to the role;
- AP3 – TOR for Governance Group and Nominations Group have been adjusted, nominations Group to be added to Articles in relation to appointment of directors.
- AP4/5/6 - PC informed the board on the engagement with Inclusive Boards and that an action plan will be sent to the governance group as soon as he receives comment back;
- AP7 - PC has altered the staff handbook accordingly.
- AP 8/9 – the board reviewed the Stakeholder Engagement Strategy paper 2b, this was passed with PC to develop the action plan.
- AP10 – the evaluation of the Board to be completed as part of the 4th December 2017 Board meeting.
- AP11 - NE has addressed this in the ELA Annual Accounts 2016/17;
- AP12 - NE informed the board that a paper will be ready for the FARC meeting 18th October 2017.

EL will coordinate all relevant information aligned to the action plan for submission to the governance portal by 20th October 2017. This will be reviewed by SE, with feedback before the 31st deadline. Board approved papers 2b and 3 with outlined amendments.

Actions

- PC to provide action plan for the Stakeholder Engagement Strategy.
- PC to ensure SE governance portal updated as necessary by 20th October 2017.
- PC to circulate Diversity Policy in line with Inclusive Board action plan.

Commercial

7. 2017 Stakeholder Review

The Board was briefed on meetings with the stakeholders from WC2017. RPC, Newgate and Rathbones have all had a very positive experience and continued partnership are under discussion. The board was informed about the continuing issues with Surrey Sports Park. All agreed that a review of potential South-East facilities is needed to support EL's events programme. The board agreed the need to build in a 3-year deal once EL has identified suitable facility providers.

Action

- MC and SB to ensure WC2017 impact report to have relevant distribution in the Surrey area.
- MC to coordinate a review of South East facilities in line with Events Strategy

8. Asset Identification

The board was informed that the staff had updated the asset register at the last staff meeting and paper 4 summarised the updated information. All agreed that this information now needs to be taken by the Commercial Group and considered against its potential for future commercial partnerships. The board were informed that JS had been promoted to lead Neilsen in the US in the New Year. The board passed on their congratulations to JS. It was agreed that EL will work on the advert and person spec to recruit a replacement. A general discussion on the best way for EL to seek commercial support

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took place. It was agreed that EL should research engaging with a Commercial Agency on a profit share to maximise this area.

Concerns were raised about accountability when contracting such agencies and the need for EL provide quality data and remit ahead of such engagement. SB added that the lacrosse circle of influence should not be ignored here and there is potential for EL scope out agencies using current partners (e.g. Newgate).

Actions

- MC to discuss Asset Register with CR and then the Commercial Advisory Group.
- MC, CR and HB to scope appropriate agencies and update the board at the December meeting on progress.

9. Commercial Proposal - Rathbones

The board discussed the current Rathbones proposal. The board were informed that the proposal was reviewed by relevant board members prior to its submission to Rathbones. The board were informed that another investment company had received a targeted outline from Caroline Royle (CR) and are interested in further discussion.

The meeting agreed that it was a priority to ensure EL has a title sponsor for the 2018 National Schools. The proposed summer international event schedule was identified as a risk and a commercial opportunity and will require a board proposal as it will have budgetary implications.

Actions

- A board proposal for the summer international event to be tabled.
- Agree a title sponsor for 2018 National Schools.

Routine Board Business

10. Score Card

The Board reviewed the Business Plan score card (paper 6) and outlined that executive summary provided a clear position against the KPI's and Business Plan.

Action

- Review of the highlighted actions for the next Board meeting.
- IR discussion at next Board meeting.

11. Future Meeting Dates

Monday 4th December 2017 Ashridge (lunch time)

Monday 26th February 2018

May meeting to be confirmed

July 31st 2018 Conference call

4th September 2018

7th October 2018 - AGM

12. AOB

A future board agenda item on where EL is based was agreed.

Meeting closed with a vote of thanks to the Chair at 3.47pm.



Distribution: John Neal, Jon Stainer, Hannah Bowe, Prashant Jobanputra, Ben Jessup, Mark Coups, Sallie Barker, Clare Stoot, Hamish McInnes, Melanie Steel, Sue Livock, Neil Edgar.

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